

EEOC FORM 715-01 PART A - D		U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
Department of Commerce		For period covering October 1, 2013 to September 30, 2014	
PART A Department or Agency Identifying Information	1. Agency		Department of Commerce
	1.a. 2nd level reporting component		
	1.b. 3rd level reporting component		
	1.c. 4th level reporting component		
	2. Address		1400 Constitution Ave. NW.
	3. City, State, Zip Code		Washington District of Columbia 20230
	4. Agency Code	5. FIPS code(s)	1300
PART B Total Employment	1. Enter total number of permanent full-time and part-time employees		43667
	2. Enter total number of temporary employees		1750
	3. Enter total number employees paid from non-appropriated funds		0
	4. TOTAL EMPLOYMENT [add lines B 1 through 3]		45417

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PART C Agency Official(s) Responsible For Oversight of EEO Program(s)	1. Agency Head	Secretary of Commerce Penny Pritzker	
	2. Agency Head Designee	Chief Financial Officer and Assistant Secretary of Administration Ellen Herbst	
	3. EEO Director	Chief Financial Officer and Assistant Secretary of Administration Ellen Herbst	
	4. Affirmative Employment Manager	Director, Office of Civil Rights Suzan J. Aramaki	
	5. Complaint Processing Manager	Director, Office of Civil Rights Suzan J. Aramaki	
	6. Other EEO Staff	Acting Director of the Policy and Evaluation Division Senora Coggs, Director, Administration and Special Projects Division Kathryn Anderson, ADR Program Manager and Director of the Client Service and Resolution Division Bernadette Worthy	
	7. MD-715 Preparer	EEO Manager Cristina Bartolomei	
	8. Diversity and Inclusion Officer		
	9. Disability Special Emphasis Program Manager	Senior Disability Policy Advisor Laura Tronge	
	10. Hispanic Special Emphasis Program Manager		
	11. Women's Special Emphasis Program Manager	Senior Policy Advisor, Acting Director of the Policy and Evaluation Division Senora Coggs	
	12. Anti-Harassment Program Manager		
	13. Reasonable Accommodation Program Manager		

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PART D List of Subordinate Components Covered in This Report		Subordinate Component and Location (City/State)	
		National Oceanic and Atmospheric	CM54 1323
		Office of the Secretary, Washington/DC	CM51 1300
		Bureau of the Census, Suitland/MD	CM63 1330
		International Trade Administration,	CM55 1350
		National Institute for Standards and	CM57 1341
		Bureau of Industry and Security,	CM67 1351
		Economic and Statistics Administration,	CM65 1314
		Economic Development Administration,	CM52 1325
		Minority Business Development	CM59 1352
		National Telecommunications and	CM61 1335
		Bureau of Economic Analysis,	CM53 1321

EEOC FORM 715-01 PART E	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
Department of Commerce	For period covering October 1, 2013 to September 30, 2014	
EXECUTIVE SUMMARY		
<p>DEPARTMENT OF COMMERCE MISSION STATEMENT</p> <p>The U.S. Department of Commerce promotes job creation, economic growth, sustainable development and improved standards of living for all Americans by working in partnership with businesses, universities, communities and our nation's workers. The Department touches the daily lives of the American people in many ways, with a wide range of responsibilities in the areas of trade, economic development, technology, entrepreneurship and business development, environmental stewardship, and statistical research and analysis.</p> <p>To drive U.S. competitiveness in the global marketplace, the Department works to strengthen the international economic position of the United States and facilitates global trade by opening up new markets for U.S. goods and services. At home, the Department promotes progressive business policies that help America's businesses and entrepreneurs and their communities grow and succeed. Cutting-edge science and technology at the department fosters innovation, and a focus on research and development that moves quickly from the lab to the marketplace generates progress and new 21st century opportunities. No matter where businesses are in their life cycle, whether just getting off the ground or looking to expand into overseas markets, the Department is singularly focused on making U.S. companies more innovative at home and more competitive abroad, so that they can create jobs.</p> <p>The Department also provides effective management and monitoring of our nation's resources and assets to support both environmental and economic health. Through critical weather monitoring, weather forecasts and resource preservation, the Department protects not only public safety and security, but also our oceans, coasts and marine life while assisting their economic development. Other essential operations conducted by the Department include the constitutionally mandated decennial census, which serves as the basis of America's representative democracy, as well as the system by which businesses and innovators secure intellectual property rights.</p> <p>--- SUMMARY OF SELF-ASSESSMENT ---</p> <p>Element A: Demonstrated Commitment from the Department's Leadership</p> <p>Secretary Penny Pritzker was appointed by President Obama as the 38th Secretary of Commerce and sworn into office on June 26, 2013. Secretary Pritzker has affirmed her commitment to equal employment opportunity and ensuring a discrimination-free workplace. The Department's Policy on EEO for FY 2015 is undergoing review and will be broadcasted to DOC employees and published on the OCR website as soon as it is signed by the Secretary. The FY 2014 EEO policy can be found at www.osec.doc.gov/ocr/EEOPolicy.html</p> <p>The Department of Commerce's (DOC) sub-components are governed by DOC's policy. However, heads of bureaus and operating units may also issue policy statements consistent with the Commerce Secretary. Bureaus that choose to have congruent policy statements are the National Institute of Standards and Technology (NIST), the National Oceanic and Atmospheric Administration (NOAA) and the Bureau of the Census.</p> <p>Element B: Integration of EEO into the Department's strategic mission</p> <p>DOC's EEO programs are organized and structured to maintain a workplace free from discrimination in any of the Department's policies, procedures or practices.</p> <p>The Office of Civil Rights (OCR), within DOC's Office of the Chief Financial Officer and Assistant Secretary for Administration (CFO/ASA), Office of the Secretary (OS), is committed to ensure equal opportunity and accessibility for users of programs and services operated or funded by the Department, as well as to employees and job applicants. The OCR Director and other EEO staffers have regular meetings informing the Secretary's senior management officials on the status of EEO programs. The OCR Director is regularly involved in and consulted on management and/or personnel actions.</p> <p>The EEO skills of the OCR are continuously enhanced by training programs relevant to EEO responsibilities. To ensure accessibility to DOC programs and services, OCR regularly updates its public website with information relevant to all programs and services provided to the public (www.osec.doc.gov/ocr).</p> <p>The OCR staff regularly works to improve EEO programs and services using proactive measures to generate awareness and support throughout the Department. During FY 2014, the OCR staff represented the Department in an array of interagency</p>		

groups and other collaborative partnerships, garnering positive outcomes, such as:

- Ninety percent (90%) completion of the No FEAR Act training by all Commerce employees.
- Monthly observances highlighting minorities' contributions to the United States workforce and the need for inclusiveness in federal agencies.
- Updates on an array of documents responding to Federal EEO policies and procedures and/or executive orders such as: the Annual Federal Performance Reports and Plans to Assist Minority Serving Institutions (MSI), Historically Black Colleges and Universities (HBCU's), Tribal Colleges and Universities (TCU), Hispanic Serving Institutions (HSI) and Asian American/Pacific Islander (AAPI) and Predominantly Black Institutions (PBI) in support of Executive Orders 13532/13270; and the Equal Employment Opportunity Commission (EEOC) Annual Management Directive 715.
- Maintained an open door policy with senior level management by providing frequent briefings on the Department's status in supporting minority serving institutions.
- Hosted the "Enterprising Women of Commerce" and "Think Like an Entrepreneur" series in collaboration with the Office of Public Affairs and the Commerce Research Library. The series are meant to inspire Commerce employees and maintain healthy collaborative spaces among all EEO groups.

The Department of Commerce's Diversity & Inclusion (D&I) Council was established in accordance with Executive Order (EO) 13583, "Establishing a coordinated Government-wide Initiative to Promote Diversity and Inclusion in the Federal Workforce," and the DOC FY12 – FY16 D&I Strategic Plan. The Council is led by the Chief and Deputy Chief Diversity Officers and consists of bureau and functional area representatives. The Council's primary role is to cultivate a more comprehensive, integrated, and strategic framework for diversity and inclusion across the Department.

- The D&I Council met monthly to develop a set of recommendations and an action plan for increasing diversity and inclusion. The recommendations address strategies for increasing workforce diversity and inclusion as well as the sustainability of these programs.

Element C: Management and program accountability

All DOC managers/ supervisors, and EEO officers are stakeholders in the effective implementation of the Department's EEO program. EEO program officers advise and provide appropriate assistance to managers/supervisors about the status of EEO programs within their respective area of responsibility.

The Director of the Office of Human Resources Management (OHRM) and the OCR Director regularly collaborate on personnel programs, policies, and procedures to ensure conformity with instructions contained in the EEOC management directives and management personnel actions.

Element D: Proactive prevention of unlawful discrimination

The Department remains committed to the early resolution of all workplace disputes and encourage parties in conflict to utilize Alternative Dispute Resolution (ADR) to resolve concerns in the EEO and other processes. Currently, ADR is offered to all employees entering the EEO complaint process. Short-term, temporary employees (including Decennial hires), applicants for employment and former employees are generally not offered ADR. However, to offer ADR to applicants or former employees is up to the discretion of the individual bureaus.

Element E: Efficiency

The Department promotes and utilizes an efficient and fair dispute process and has a system in place for evaluating the impact and effectiveness of the Department's EEO complaint processing program. Through iComplaints DOC has an effective complaint tracking and monitoring system to increase the effectiveness of the complaint process.

I. Counseling

DOC timely processed 88.58% (256) of the 289 pre-complaint counseling's (without remands) completed in FY 2014.

II. Bases of Complaints Filed

The bases of alleged discrimination most often raised are: (1) Reprisal (84 complaints); (2) Age (60 complaints); and Disability (67 complaints)

Of the 177 complaints filed at DOC, 42 contained allegations of race (Black/African American) discrimination; 7 contained

allegations of race (White) discrimination, 30 contained allegations of national origin discrimination (6 Hispanic and 24 Other) and 5 contained allegations of race discrimination (Asian), 1 contained allegations of race discrimination (Native Hawaiian/Pacific Islander), and 67 contained allegations of disability discrimination (mental and/or physical).

III. Complaint Processing Times

Of the 156 completed investigations, 100% were timely in FY 2014. DOC's average time for completing an investigation was 177 days in FY 2014.

DOC's average processing time for all complaint closures was 255 days. Closed is calculated on the 462 report from the date the complaint is filed to the date the complaint is closed either by decision, settlement or withdrawal.

DOC's average issuing time for its 77 Final Agency Decisions (FAD) was 51.92 days.

IV. Costs

Overall, the Department spent a total of \$647,460.97 for 156 complaint investigations, for an average expenditure of \$4,231.77 in FY 2014.

Element F: Responsiveness and legal compliance

DOC has always strived for full compliance with EEO statutes and EEOC regulations, policy guidance, and other written instructions issued by EEOC. In doing so, DOC personnel are accountable for the timely compliance of orders issued by EEOC Administrative judges.

ANALYSIS OF WORKFORCE PROFILES

During the reporting period, DOC had 45,417 permanent and temporary employees.

Data on Table A1: Total Workforce by Race/Ethnicity and Sex indicates the following groups are underrepresented in the DOC workforce: All Females (44.29% v 48.14% CLF), Hispanic/Latino males (2.36% v 5.17% CLF), Hispanic females (2.51% v 4.79% CLF), White females (26.68% v 34.03% CLF), American Indian/Alaska Native males (0.26% vs 0.55%) and American Indian/Alaska Native females (0.31% vs 0.53%).

New Hires Data

In FY 2014, DOC hired 3,835 permanent employees compared to 2,994 in FY 2013. Of these 3,835 employees 254 (6.62%) were Hispanics; 2392 (62%) were White; 575 (14.99%) were Black/African American; 496 (12.93%) were Asian; 11 (0.28%) were Native Hawaiian/Pacific Islander; and 26 (0.67%) were American Indian/Alaska Native.

In FY 2014, DOC hired 1,738 temporary employees compared to 3,941 in FY 2013. Of these 1,738 employees 221 (12.71%) were Hispanics; 944 (54.31%) were White; 399 (22.95%) were Black/African American; 103 (5.92%) were Asian; 9 (0.12%) were Native Hawaiian/Pacific Islander; and 31 (0.63%) were American Indian/Alaska Native.

Of the total hires overall, Hispanics represent 8.52%, Whites 59.86%, Black/African Americans 17.47%, Asians 10.74%, Native Hawaiian/Pacific Islander 0.36%, and American Indian/Alaska Native 0.66%.

Separation Data

In FY 2014 DOC separated a total of 3,456 employees, 3,241 (93.78%) were voluntary; 215 (6.22%) were involuntary.

Of the 3,241 voluntary separations, 172 (5.30%) were Hispanics; 2304 (71%) were White; 494 (15.24%) were Black/African American; 195 (6.01%) were Asian; 4 (0.28%) were Native Hawaiian/Pacific Islander; and 26 (0.95%) were American Indian/Alaska Native.

Of the 215 involuntary separations, 27 (12.55%) were Hispanics; 112 (52.09%) were White; 50 (23.25%) were Black/African American; 15 (6.97%) were Asian; 1 (0.46%) were Native Hawaiian/Pacific Islander; and 4 (1.86%) were American Indian/Alaska Native.

Analysis of Hires vs Separations

Of the total hires overall, Hispanics represent 8.52%, Whites 59.86%, Black/African Americans 17.47%, Asians 10.74%, Native

Hawaiian/Pacific Islander 0.36%, and American Indian/Alaska Native 0.66%.

Of the total separations overall, Hispanics represent 5.75%, Whites 69.90%, Black/African Americans 15.74%, Asians 6.07%, Native Hawaiian/Pacific Islander 0.14%, and American Indian/Alaska native 0.11% of total separations.

An analysis of both hiring and separation data indicates that all minorities are experiencing hires above their separation rates:

- Hispanics (8.52% v 5.75%)
- Black/African Americans (17.47% v 15.74%)
- Asians (10.74% v 6.07%)
- Native Hawaiian/Pacific Islanders (0.36% v 0.14%)
- American Indian/Alaska Natives (0.66% v 0.11%)

Data also indicates that Whites are experiencing separations above their hiring rates (69.90% v 59.85%).

PERMANENT WORKFORCE ANALYSIS OF EEO GROUPS BY NINE JOB CATEGORIES

The EEOC requires agencies to report their workforce data by aggregating it into nine employment categories. These categories are consistent with those EEOC uses in private sector enforcement.

The nine job category titles are as follows:

- OFFICIALS AND MANAGERS

In FY 2014, the total number of employees in the Officials and Managers category increased by 610 from 14,460 in FY 2013 to 15,070 in FY 2014.

The percentage of the workforce in this category increased from 33.53% in FY 2013 to 34.51% in FY 2014.

Data in this job category indicated in FY 2014 there were representation changes in the following Race/Ethnicity categories: Hispanics increased from 4.1% to 4.3%, Blacks/African Americans decreased from 18.02% to 17.94%, Whites decreased from 54.38% to 53.29%, Asians increased from 22.06% to 22.89, Native Hawaiian/Pacific Islander increased from 0.14% to 0.15%, American Indian/Alaska Native increased from .36% to 0.33%, and Multiple Races increased from .94% to 1.07%.

- PROFESSIONALS

The total number of employees in this job category increased by 67 from 15, 487 FY 2013 to 15,548 in FY 2014.

The percentage of the workforce in this category decreased from 35.91% in FY 2013 to 35.61% in FY 2014.

Data in this job category indicated in FY 2014 there were representation changes in the following Race/Ethnicity categories: Hispanics increased from 3.36% to 3.41%, Whites decreased from 76.23% to 75.91%, Blacks/African Americans increased from 10.16% to 10.43%, Asians increased from 8.6% to 9.15%, Native Hawaiian/Pacific Islanders decreased from 0.09% to 0.08%, American Indian/Alaska Natives decreased from 0.36% to 0.31%, Multiple Races increased from 0.52% to 0.68%.

- TECHNICIANS

The total number of employees in this job category decreased by – 50 from 1,417 in FY 2013 to 1367 in FY 2014.

The percentage of the workforce in this category decreased from 3.29% in FY 2013 to 3.13% in FY 2014.

Data in this job category indicated in FY 2013 there were representation changes in the following race/ethnicity categories: Hispanics increased from 3.03% to 3.07%, Asians decreased from 2.83% to 2.70% , Native Hawaiian/Pacific Islanders increased from 0.49% to 0.51%, American Indian/Alaska Natives decreased from 1.76% to 1.68%, Multiple Races increased

from 0.78% to .87%

Whites remained the same at 82.8%, Blacks/African Americans remained the same at 8.33%

- SALES WORKERS

All EEO groups were absent from this category during FY 2014 and FY 2013.

- ADMINISTRATIVE SUPPORT WORKERS

The total number of employees in this job category decreased by 43 from 10,746 in FY 2013 to 10,703 in FY 2014.

The percentage of the workforce in this category decreased from 24.92% in FY 2013 to 24.51% in FY 2014.

Data in this job category indicated in FY 2014 there were representation changes in the following race/ethnicity categories: Hispanics increased from 7.38% to 7.67%, Whites decreased from 75.29% to 65.64%, Black/African Americans decreased from 22.37% to 21.70%, Asians decreased from 2.65% to 2.58, American Indian/Alaska Natives decreased from 1.15% to 1.06%, Multiple Races increased from 0.95% to 1.14%.

Native Hawaiian/Pacific Islanders remained the same at 0.21%.

- CRAFT WORKERS

The total number of employees in this job category decreased by 11 from 528 in FY 2013 to 517 in FY 2014.

The percentage of the workforce in this category decreased from 1.22% in FY 2013 to 1.18% in FY 2014.

Data in this job category indicated there were representational changes in the following race/ethnicity categories: Hispanics increased from 2.65% to 2.90%, Whites decreased from 75.86% to 71.95, Blacks/African Americans increased from 15.72% to 16.44%, Asians increased from 3.60% to 4.45%, Native Hawaiian/Pacific Islanders increased from 0.57% to 1.16%, American Indian/Alaska Native increased from 1.70% to 1.74%, and Multiple Races decreased from 1.89% to 1.35.

- OPERATIVES

The total number of employees in this job category decreased by -10 from 135 in 2013 to 125 in FY 2014.

The percentage of the workforce in this category decreased from 0.31% in FY 2013 to 0.29% in FY 2014.

Data in this job category indicated there were representational changes in the following race/ethnicity categories: Whites increased from 57.77% to 59.20%, Blacks/ African Americans slightly decreased from 36.29% to 34.40%, Asians increased from 2.22% to 2.40%, Native Hawaiians/Pacific Islanders increased from 0.74% to 0.80%, American Indian/Alaska Natives decreased from 0.74% to 0%.

Hispanics and Multiple Races remained the same at 0%.

- LABORERS AND HELPERS

The total number of employees in this job category decreased by -2 from 27 in FY 2013 to 25 in FY 2014.

The percentage of the workforce in this category remained the same at 0.06%.

Data in this job category indicated there were representational changes in the following race/ethnicity categories: Hispanics increased from 3.70% to 4.00%, Whites increased from 77.78% to 80%, Black/African American decreased from 14.81% to 12%, American Indian/Alaska Native increased from 3.70% to 4%.

Asian, Native Hawaiian/Pacific Islander, and Multiple Races remained the same at 0%.

- SERVICE WORKERS

The total number of employees in this job category decreased by -10 from 322 in FY 2013 to 312 in FY 2014.

The percentage of the workforce in this category decreased from 0.75% in FY 2013 to 0.71% in FY 2014.

Data in this job category indicated there were representational changes in the following race/ethnicity categories from FY 2013 to FY 2014: Hispanics increased from 4.04% to 4.81%, Whites decreased from 79.2% to 78.2%, Black/African Americans decreased from 9% to 8.65%, Asians decreased from 6.53% to 6.41%, American Indian/Alaska Native increased from 0.31% to 0.96%, multiple races slightly increased from 0.93% to 0.96%.

Native Hawaiian/Pacific Islander remained the same at 0%.

WAGE GRADE PARTICIPATION RATES

The Department of Commerce permanent wage grade employees represented a total of 697 individuals in FY 2014, a net change of -97 from FY 2013's 724 wage grade employees. Comparisons will be presented in parentheses as (Current % at DOC v CLF)

Females of all races and ethnicities are underrepresented (8.18% v 48.14%). The percentage of Hispanic/Latino males was below their respective CLF (2.44% v 5.17%).

PARTICIPATION BY GRADE LEVELS

Comparisons will be presented in parentheses as (Current % at DOC v CLF)

GS 13-15 Underrepresentation

The following Race/Ethnicities are underrepresented at the GS-13 level when compared to the 2010 CLF: Hispanic or Latino males (2.33% v 5.17%) and females (1.43% v 4.79%); White females (18.80% v 34.03%); Native Hawaiian/Pacific Islander males (0.02% v 0.07%) and females 0% v .07%); and American Indian or Alaska Native males (.25% v .55%) and females (0.09% v 0.53%).

The following Race/Ethnicities are underrepresented at the GS-14 level when compared to the 2010 CLF: Hispanic or Latino males (1.82% v 5.17%) and females (1.06% v 4.79%); White females (20.30% v 34.03%); Black females (6.30% v 6.53%); Native Hawaiian/Pacific Islander males (0.04% v 0.07%); American Indian or Alaska Native males (0.18% v 0.55%) and females (0.12% v 0.53%).

The following Race/Ethnicities are underrepresented at the GS-15 level when compared to the 2010 CLF: Hispanic or Latino males (2.14% v 5.17%) and females (0.92% v 4.79%); White females (21.34% v 34.03%); Black males (3.86% v 5.49%) and females (4.46% v 6.53%); Native Hawaiian/Pacific Islander males (0.03% v 0.07%) and females (0.03% v 0.07%); and American Indian or Alaska Native males (0.27% v 0.55%) and females (0.12% v 0.53%).

SES

People with targeted disabilities; Hispanic/Latino males females (1.04% v 2.46%); White females (23.12% v 26.95%); Black/African American females (3.64% v 10.21%); Asian males (4.16 v 7.89) females (1.56% v 4.22%); Native Hawaiian/ Pacific Islander females (0% v 0.08%); and American Indian/Alaska Native males females (0% v 0.31%) are underrepresented at the SES level when compared to the total DOC population at this level.

White, Black/African American, Asian and American Indian/Alaska Native males are above the total composite DOC workforce at this level.

All minority groups account for only 20.52% in the aggregate of the SES positions at DOC, whilst the DOC population reflects 34.33% in the total amount of minority groups at DOC. White males/females hold 79.48% of all SES positions at DOC (56.36% males and 23.12% females).

TOTAL EMPLOYMENT COMPARED TO RELEVANT CLF (RCLF)

DOC considers a job series or occupation is mission critical if it has a direct impact on the ability of the organization to perform its essential functions and activities. The Department identified the following job series as Mission Critical Occupations:

0110 Economist
 0201 Human Resource Specialist
 0301 Misc. Admin. General Business
 0343 Management Analyst
 0482 Fishery Biology
 0500 Financial Administration
 0800 Electronic Engineer
 0905 Attorney
 1101 Misc. Admin. General Business
 1102 Misc. Admin. General Business
 1140 Misc. Admin. General Business
 1301 Gen. Phys. Science
 1310 Physics
 1315 Geo/Ocean
 1320 Chemistry
 1340 Meteorologist
 1360 Oceanography
 1529 Mathematical Statistician
 1530 Survey Statistician
 1550 Computer Science and Info. Tech. Specialist
 1801 Gen. Inspections
 2210 Computer Science and Info. Tech. Specialist.

Data on Table A6: Permanent Employees: Participation rates in Mission Critical Occupations (MCOs) indicates the following:

Comparisons will be presented in parentheses as (Current % at DOC v CLF %)

0110 Economist

Underrepresented Groups (Commerce % v RCLF %): Women (34.79% v 32.9%), Hispanic Males (2.19% v 3.3%), Hispanic Females (1.53% v 1.8%), White Females (24.29% v 25.2%), Asian Males (4.16% v 4.4%) Native Hawaiian or Pacific Islander Females (0% v 0.10%), American Indian Females (0% v 0.10%).

0201 Human Resource Specialist

Underrepresented Groups: Males (22.10% v 29.2%), Hispanic Males (0.55% v 2.6%), Hispanic Females (3.85% v 6.9%), White Males (12.43% v 21.2%), White Females (36.46% v 49.5%), Asian Males (0.83% v 1%) Asian Females (0.55% v 2.4%), Native Hawaiian Females (0% v 0.10%), American Indian Males (0% v 0.20%), American Indian Females (0.28% v 0.5%).

African American females represent 34.81% - their RCLF is 10.2%

0301 Misc. Admin. General Business

Underrepresented Groups: Males (34.85% v 44.3%), Hispanic Males (1.84% v 2.4%), Hispanic Females (3.08% v 3.4%), White Males (24% v 36.4%), White Females (32.38% v 44.7%), Asian Males (2.08% v 2.6%), and Asian Females (2.54% v 3.1%).

0343 Management Analyst

Underrepresented Groups: males (31.57% v 58.4%), Hispanic Males (1.84% v 2.4%), White Males (20.9% v 49%), Asian Males (1.20% v 3.2%).

0482 Fishery Biology

Underrepresented Groups: Women (36.73% v 48%), Hispanic Males (2.08% v 2.4%), Hispanic Females (0.44% v 2.1%), White Females (34.10% v 39.5%), African American Males (0.77% v 1.3%), African American Females (0.99% v 1.5%), Asian Males (2.52% v 2.8%), Asian Females (0.88% v 3.9%).

0500 Financial Administration

Underrepresented Groups: Males (32.50% vs 42.7%), Hispanic Males (1.74% v 4.1%), Hispanic Females (2.51% v 5.7%), White Males (20.07% v 32.5%), White Females (31.30% v 38.6%), American Indian or Alaska Native Males (0.11% v 0.2%), American Indian or Alaska native Females (0.22% v 0.3%).

0801 Electronic Engineer

Underrepresented Groups: Women (8.30% v 8.7%), Hispanic Males (2.79% v 4.9%), Hispanic Females (0.42% v 0.6%), African American Males (3.35% v 4.3%), African American Females 0.63% v 0.9%), Asian Males (6.63% v 9.9%), Asian Females (1.26% v 1.4%).

0905 Attorney

Underrepresented Groups: Males (44% v 66.7%), Hispanic Males (0.92% v 2.5%), White Males (35.49% v 59.7%).

1101 Misc. Admin. General Business

Underrepresented Groups: Males (50.48% v 67.1%), Hispanic Males (2.39% v 3.3%), Hispanic Females (1.27% v 1.8%), White Males (39.49% v 55.8%), Asian Males (3.03% v 4.4%), Native Hawaiian or Pacific Islander Females (0% v 0.10%).

1102 Misc. Admin. General Business

Underrepresented Groups: Males (43.15% v 46.2%), Hispanic Males (2.9% v 3.3%), Hispanic Females (1.24% v 3.8%), White Males (31.54% v 38.1%), White Females (35.27% v 41.9%), Asian Females (1.24% v 1.6%), Native Hawaiian/ Pacific Islander Females (0% v 0.10%), American Indian/Alaska Native Males (0% v 0.2%).

1140 Misc. Admin. General Business

Underrepresented Groups: Males (52.05% v 67.1%), White Males (43.67% v 55.8%), Black/African American Males (1.25% v 2.8%), Asian Males (2.67% v 4.4%), Native Hawaiian/Pacific Islander Females (0% v 0.10%)

1301 Gen. Phys. Science

Underrepresented Groups: Women (26.92% v 39.1%), Hispanic Males (1.64% v 2.3%), Hispanic Females (0.88% v 1.9%), White Females (22.14% v 27.8%), African American Females (1.26% v 2.1%), Asian Males (7.17% v 7.8%), Asian Females (2.14% v 6.3%), American Indian/Alaska Native Males (0.13% v 0.30%).

1310 Physics

Underrepresented Groups: Women (9.20% v 15.9%), Hispanic Males (0.92% v 3.5%), Hispanic Females (0.31% v 0.6%), White Females (7.06% v 12.9%), African American Males (0.92% v 2.1%), Asian Females (1.53% v 1.8%), Native Hawaiian/Pacific Islander Males (0% v 0.10%), American Indian/Alaska Native Males (0% v 0.20%).

1315 Geo/Ocean

Underrepresented Groups: Women (23.57% v 28.2%), Hispanic Males (1.52% v 2.3%), White Females (18.63% v 23.9%), African American Males (0% v 2%), African American females (1.14% v 1.6%), Native Hawaiian/Pacific Islander Males (0% v 0.10%), American Indian/Alaska native males (0% v 0.4%)

1320 Chemistry

Underrepresented Groups: Women (31.54% v 37.1%), Hispanic Males (1.66% v 2.1%), Hispanic females (0.83% v 2%), African American Males (1.66% v 3.6%), African American Females (1.24% v 2.7%), Asian Males 93.32% v 7.7%), Asian Females (2.9% v 6.5%), Native Hawaiian/Pacific Islander Males (0% v 0.10%), American Indian/Alaska Native Males (0% v 0.10%).

1340 Meteorologist

Underrepresented Groups: Women (14.37% v 19.3%), Hispanic females (0.51% v 0.8%), White females (12.46% v 16.2%), African American Males (1.21% v 2.4%), African American females (0.55% v 1.5%), American Indian/Alaska Native Males (0.31% v 0.6%).

1360 Oceanography

Underrepresented Groups: Males (69.86% v 71.8%), Hispanic Females (0.48% v 1.4%), White Males (59.33% v 64.8%), African American Males (1.91% v 2%), African American Females (1.44% v 1.6%), Native Hawaiian/Pacific Islander Males (0% v 0.10%).

1529 Mathematical Statistician

Underrepresented Groups: Women (44.99% v 47.2%), Hispanic Males (1.36% v 2.1%), White males (42.55% v 43.2%), White Females (29.81% v 32.6%), Asian females (4.88% v 5.8%), Native Hawaiian/Pacific Islander Females (0% v 0.3%), American

Indian/Alaska Native Males (0% v 0.10%), American Indian/Alaska Native Females (0% v 0.3%).

1530 Survey Statistician

Underrepresented Groups: Males (47.41% v 52.7%), White Males (33.20% v 43.2%), White Females (31.16% v 32.6%), Asian Males (2.38% v 3.7%), Asian Females (3.40 v 5.8%), Native Hawaiian/Pacific Islander Females (0% v 0.3%), American Indian/Alaska Native Females (0.14% v 0.3%).

1550 Computer Science and Info. Tech. Specialist

Underrepresented Groups: Women (23.61% v 31.8%), Hispanic males (1.85% v 3.4%), Hispanic Females (0.46% v 1.7%), White Females (13.43% v 22.9%), African American Males (3.24% v 3.9%), African American Females (1.85% v 3.4%), Native Hawaiian/Pacific Islander Males (0% v 0.3%), American Indian/Alaska Native Females (0% v 0.10%).

1801 Gen. Inspections

Underrepresented Groups: Women (39.73% v 46%), Hispanic Males (2.68% v 4%), Hispanic Females (0.45% v 4%), White Females (24.45% v 32%), African American Males (3.57% v 4%), African American Females (6.25% v 7%),

2210 Computer Science and Info. Tech. Specialist.

Underrepresented Groups: Women (32.35% v 47.2%), Hispanic Males (2.84% v 2.1%), Hispanic Females (0.73% v 2.8%), White Males (42.81% v 43.2%), White Females 14.88% v 32.6%), Native Hawaiian/Pacific Islander Females (0% v 0.3%), American Indian/Alaska Native Females (0.09% v 0.3%).

Summary of Findings on of Table A6: Permanent Employees

- Women are underrepresented in 12 out of 22 MCO's, Males are underrepresented in 12 out of 22 MCO's
- Hispanic/Latino males are underrepresented in 18/22 MCO's; Hispanic/Latino females are underrepresented in 15/22 MCO's.
- White males are underrepresented in 12/22 MCO's; White females are underrepresented in 15/22 MCO's
- Black males are underrepresented in 10/22 MCO's; Black females are underrepresented in 9/22 MCO's
- Asian males are underrepresented in 10/22 MCO's; Asian females are underrepresented in 10/22 MCO's
- Native Hawaiian /Pacific Islander males are underrepresented in 5/22 MCO's; Native Hawaiian/Pacific Islander females are underrepresented in 8/22 MCO's
- American Indian/Alaska Native males are underrepresented in 9/22 MCO's; American Indian/Alaska Native females are underrepresented in 7/22MCO's

Applicant Flow Data Based on Selected versus Qualified

Data in Table A7: Applicant Flow Data for Major Critical Occupations indicates the following:

0110 Economist

The following applicant groups were selected at rates higher than the qualified group of applicants.

White males (56.41% v 37.40), White Females (25.64% v 15.18%).

The following applicant groups were selected at rates lower than the qualified group of applicants.

Hispanic Males (5.13% v 7.70%), Hispanic Females (0% v 1.74%), African American Males (2.56% v 11.58%), African American Females (2.56% v 7.86%), Asian Males (2.56% v 9.27%), Native Hawaiian/Pacific Islander Males (0% v 0.08%), Native Hawaiian/Pacific Islander Females (0% v 0.04%), American Indian/Alaska Native Males (0% v 0.04%), American Indian/Alaska Native Females (0% v 0.25%).

0201 Human Resource Specialist

The following applicant groups were selected at rates higher than the rate of qualified group of applicants.

White Females (33.33% v 15.45%), African American Males (15.48% v 14.51%).

The following applicant groups were selected at rates lower than the rate of qualified group of applicants.

Hispanic Males (0% v 3.38%), White Males (9.52% v 11.64%), African American Females (35.71% v 41.50%), Asian Males (0% v 1.30%) Asian Females (0% v 1.88%), native Hawaiian/Pacific Islander Males (0% v 0.11%) Native Hawaiian/Pacific Islander

Department of Commerce	For period covering October 1, 2013 to September 30, 2014
<p>Females (0% v 0.22%), American Indian/Alaska Native Males (0% v 0.24%), American Indian/Alaska native Females (0% v 0.33%).</p>	
<p>0301 Misc. Admin. General Business</p>	
<p>The following applicant groups were selected at rates higher than the rate of qualified group of applicants.</p>	
<p>White males (24.30% v 22.03%), White Females (28.04% v 16.50%).</p>	
<p>The following applicant groups were selected at rates lower than the rate of qualified group of applicants.</p>	
<p>Hispanic Females (0.93% v 4.36%), African American Males (6.54% v 12.44%), African American Females (23.36% v 28.75%), Native Hawaiian/Pacific Islander Females (0% v 0.19%), American Indian/Alaska native Males (0% v 0.21%), American Indian/Alaska Native Females (0% v 0.24%).</p>	
<p>0343 Management Analyst</p>	
<p>The following applicant groups were selected at rates higher than the rate of qualified group of applicants.</p>	
<p>White males (28.85% v 20.76%), White Females (23.08% v 14.08%).</p>	
<p>The following applicant groups were selected at rates lower than the rate of qualified group of applicants.</p>	
<p>African American Males (9.62% v 15.38%), African American Females (26.92% v 31.77%), Asian Males (1.92% v 3.41%), Asian Females (1.92% v 2.40%), Native Hawaiian/Pacific Islander Males (0% v 0.08%), Native Hawaiian/Pacific Islander females (0% v 0.15%), American Indian/Alaska native Males (0% v 0.21%), American Indian /Alaska Native Females (0% v 0.28%).</p>	
<p>0482 Fishery Biology</p>	
<p>The following applicant groups were selected at rates higher than the rate of qualified group of applicants.</p>	
<p>White males (48% v 40.47%), Asian Males (4% v 2.47%).</p>	
<p>The following applicant groups were selected at rates lower than the rate of qualified group of applicants.</p>	
<p>African American Males (0% v 1.21%), African American Females (0% v 1.40%), Asian Females (0% v 1.17%), American Indian/Alaska Native Males (0% v 0.14%) American Indian/Alaska Native Females (0% v 0.65%)</p>	
<p>0500 Financial Administration</p>	
<p>The following applicant groups were selected at rates higher than the rate of qualified group of applicants.</p>	
<p>White males (20% v 19.13%), White Females (23.08% v 14.50%), African American Females (27.69% v 25.98%), Asian Males (9.23 v 7.30%), American Indian/Alaska Native Males (1.54% v 0.21%).</p>	
<p>The following applicant groups were selected at rates lower than the rate of qualified group of applicants.</p>	
<p>Hispanic males (3.08% v 3.60%), Hispanic females (3.08% v 3.83%), Black males (4.63% v 16.23%), Asian male (3.08% v 5.80%), Native Hawaiian/Pacific Islander males (0% v 0.09%), Native Hawaiian/Pacific Islander females (0% v 0.04%), American Indian/Alaska Native females (0% v 0.26%).</p>	
<p>0800 Electronic Engineer</p>	
<p>The following applicant groups were selected at rates higher than the rate of qualified group of applicants.</p>	
<p>Males (91.67% v 87.71%), White males (73.33% v 52.57%), Asian females (3.33% v 2.39%)</p>	
<p>The following applicant groups were selected at rates lower than the rate of qualified group of applicants.</p>	

Women (8.33% v 12.29%), Hispanic males (5% v 8.94%), Hispanic females (0% v 1.04%), White females (1.67% v 5.71%), Black Males (5% v 9.79%), Black females (1.67% v 2.49%), Asian males (1.67% v 12.68%), Native Hawaiian/Pacific Islander males (0% v 0.20%).

0905 Attorney

No applicant flow data was available for this job series.

1101 Misc. Admin. General Business

The following applicant groups were selected at rates higher than the rate of qualified group of applicants.

Hispanic males (9.68% v 5.10%), White males (38.71% v 25.93%), White females (9.68% v 5.10%)

The following applicant groups were selected at rates lower than the rate of qualified group of applicants.

Hispanic females (0% v 4.04%), Black males (3.23% v 14.54%), Black females (16.13% v 17.89%), Asian males (0% v 7.51%), Native Hawaiian/Pacific Islander males (0% v 0.11%), Native Hawaiian/ Native Hawaiian/ Pacific Islander females (0% v .27%), American Indian/Alaska Native males (0% v 0.13%), American Indian/Alaska Native females (0% v 1.14%).

1102 Misc. Admin. General Business

The following applicant groups were selected at rates higher than the rate of qualified group of applicants.

White females (41.18% v 15.38%), Asian males (5.88% v 3.04%).

The following applicant groups were selected at rates lower than the rate of qualified group of applicants.

Hispanic males (2.94% v 3.46%), Hispanic females (2.94% v 3.46%), Black males (8.82% v 16.26%), Black females 8.82% v 25.79%), American Indian and Alaska Native males and females with 0% respectively, and Native Hawaiian/Pacific Islander males and females with 0% respectively.

1140 Misc. Admin. General Business

The following applicant groups were selected at rates higher than the rate of qualified group of applicants.

Hispanic males (10.64% v 7.29), White females (48.94% v 18.23%), Asian females (4.26% v 3.26%)

The following applicant groups were selected at rates lower than the rate of qualified group of applicants.

Hispanic females (4.26% v 4.71%), White males (27.66% v 37.14%), Black males (2.13% v 9.47%), Black females (0% v 6.80%), American Indian and Alaska Native males and females with 0% respectively, and Native Hawaiian/Pacific Islander males and females with 0% respectively.

1301 Gen. Phys. Science

The following applicant groups were selected at rates higher than the rate of qualified group of applicants.

White males (67.74% v 51.82%), White females (25.81% v 15.98%),

The following applicant groups were selected at rates lower than the rate of qualified group of applicants.

Hispanic males (0% v 4.06%), Hispanic females (0% v 1.38%), Black males (0% v 5.07%), Black females (0% v 2.76%), Asian males (6.45% v 13.58%), Asian females (0% v 2.64%), American Indian/Alaska Native males and females (0% v 0.08% and 0.16% respectively).

1310 Physics

There were two (2) hires for this job series.

Females from all races and ethnicities were excluded from being selected for this job series (0% v 14.51%), Males from all races and ethnicities except White (50%) and Native American (50%) were not selected for this job series.

1315 Geo/Ocean

There were two (2) hires for this job series.

The vacancies were filled by one White Male and one White Female. All other males and females (Hispanic, Black, and Asian) were not selected despite having a qualified pool of applicants. There were no American Indian/Alaska Native or Native Hawaiian/Pacific Islander applicants.

1320 Chemistry

There were four (4) hires for this job series.

The hires were for one Hispanic male (25% v 4.57%), one White male (25% v 33.21), and two White females (50% v 21.42).

1340 Meteorologist

There were seventy-two (72) hires for this job series.

The following applicant groups were selected at rates higher than the rate of qualified group of applicants.

Hispanic females (6.94% v 2.28%), White females (20.83% v 17.58%), American Indian/Alaska Native males (1.39% v 0.43%).

The following applicant groups were selected at rates lower than the rate of qualified group of applicants.

White males (59.72% v 67.12%), Black females (0% v 0.70%), Asian females (0% v 0.14%), Native Hawaiian/Pacific Islander males (0% v 0.14%), Native Hawaiian/Pacific Islander females (0% v 0.04%).

1360 Oceanography

There were six (6) hires for this job series.

The six hires were for White males (3) and White females (2), and a Multiple Race female.

All other males and females (Hispanic, Black, Asian, American Indian/Alaska Native, and Native Hawaiian/Pacific Islander) were not selected despite having a qualified pool of applicants.

1529 Mathematical Statistician

There were twenty-one (21) hires for this job series.

The following applicant groups were selected at rates higher than the rate of qualified group of applicants.

White males (38.10% v 34.25%), White females (52.38% v 23.50%).

The following applicant groups were selected at rates lower than the rate of qualified group of applicants.

Hispanic males (0% v 3.50%), Hispanic females (0% v 5.25%), Black males (0% v 5.50%), Asian males (4.76% v 13.75%), Asian females (0% v 6.50%), Native Hawaiian/Pacific Islander males (0% v 0.25%), Native Hawaiian/Pacific Islander females (0% v 0.25%), American Indian/Alaska Native females (0% v 0.75%).

1530 Survey Statistician

There were forty (40) hires for this job series.

The following applicant groups were selected at rates higher than the rate of qualified group of applicants.

Hispanic males (7.50% v 5.09%), White males (45% v 31.54%), White females 25% v 19.51%),

The following applicant groups were selected at rates lower than the rate of qualified group of applicants.

Hispanic females (2.50% v 4.85%), Black males (0% v 10.65%), Black females (10% v 16.58%), Asian males (2.50% v 5.54%), Asian females (0% v 2.90%), American Indian/Alaska native females (0% v 0.12%).

There were no Native Hawaiian/Pacific Islander Applicants.

1550 Computer Science and Info. Tech. Specialist

There were twelve (12) selections for this job series.

Those hires were nine (9) White males (75% v 36.25%), one (1) White female (8.33% v 5.66%), one (1) Black male (8.33% v 13.37%), one (1) Black female (8.33% v 5.89%).

All other males and females (Hispanic, Asian, American Indian/Alaska Native, and Native Hawaiian/Pacific Islander) were not selected despite having a qualified pool of applicants.

1801 Gen. Inspections

There were twenty (20) selections for this job series.

The following applicant groups were selected at rates higher than the rate of qualified group of applicants.

Hispanic females (10% v 2.05%), White females (40% v 7.18%)

The following applicant groups were selected at rates lower than the rate of qualified group of applicants.

Hispanic male (10% v 12.64%), White male (35% v 52.52%), Black males (5% v 8.83%), Black females (0% v 3.79%), Asian females (0% v 1.55%), Native Hawaiian/Pacific Islander males (0% v 1.42%), Native Hawaiian/Pacific Islander females (0% v 0.29%), American Indian/Alaska native males (0% v 0.49%), American Indian/Alaska native females (0% v 0.07%).

2210 Computer Science and Info. Tech. Specialist.

There were one-hundred and ninety-three (193) selections for this job series.

The following applicant groups were selected at rates higher than the rate of qualified group of applicants.

White females (30.05%), Black males (10.036% v 6.04%), Asian males (15.54% v 14.96%), Asian females (10.36% v 4.59%).

The following applicant groups were selected at rates lower than the rate of qualified group of applicants.

Black females (6.33% v 9.95%), Native Hawaiian/Pacific Islander males (0% v 0.19%), Native Hawaiian/Pacific Islander females (0% v 0.02%), American Indian/Alaska native males (0% v 0.43%), American Indian/Alaska native females (0% v 0.05%).

Participation in Career Development Programs

Data from FY 2013[1] indicates the GS-15 – SES Career Development Program received 32 applications out of 3,346 relevant Commerce employees who qualify to apply to the program. No application was received from the following EEO groups: Asians, American Indian/Alaska Native, and Native Hawaiian/Pacific Islander.

Of the 32 applicants, 18 were selected from the following EEO groups: Hispanics males (1), Hispanic females (3), White males (6), White Females (7), and Black/African American (1). Overall, Whites represented 72.22% of the participants, Hispanics 22.23% and Blacks/African Americans 5.56%.

Employee Recognition and Awards

Data indicated the following:

For cash awards of \$100 or more, White males, Black/African American males, Asian males and females, Native Hawaiian/Pacific Islander males and females received awards below their respective DOC representation.

For cash awards of \$501 or more, Hispanic males and females, White males and females, Native Hawaiian/Pacific Islander males and American Indian/Alaska Natives received awards below their respective DOC representation.

For quality step increases, Hispanic males and females, Blacks/African American males and females, and Asian males and females, received increases below their respective DOC representation. Native Hawaiian/Pacific Islander males and American Indian/Alaska Native males and females did not receive QSI's.

For time off awards one to nine hours (1-9), Hispanics, Asians, American Indian/Alaska Native females received awards below their respective DOC representation.

For time off awards nine hours or more, Hispanic females, Blacks/African American males, Asian males and females, and American Indian/Alaska Native males received awards below their respective DOC representation.

PEOPLE WITH DISABILITIES

In FY 2014, DOC's employees with disabilities represented a total of 3,067 (6.75%) In FY 2013, DOC's employees with disabilities represented a total of 3,176 (6.92%).

In FY 2014, DOC's employees with targeted disabilities represented a total of 212 (0.47%). In FY 2013, DOC's employees with targeted disabilities represented a total of 220 (0.48%).

In FY 2014, DOC's employees with disabilities represented a total of 2,940 (6.73%) permanent employees. In FY 2013, DOC's employees with disabilities represented a total of 2,887(6.69%) permanent employees.

In FY 2014, DOC's permanent employees with targeted disabilities represented a total of 206 (0.47%).

In FY 2014, DOC hired 278 permanent employees with disabilities (7.25%) compared to 399 (13.33%) in FY 2013. Of these, 12 were people with targeted disabilities (0.31%) compared to 15 (0.50%) in FY 2013.

In FY 2014, 22 people with targeted disabilities were separated. Of these, 4 were involuntarily separated.

In FY 2014 there is no data available for Career Development Programs.

ACCOMPLISHMENTS

(A brief description of activities undertaken in connection with the annual self-assessment, including the barrier identified for elimination and program deficiencies that require correction.)

The review of the workforce statistics and the self-assessment checklist revealed the following challenges and deficiencies DOC will address in FY 2014:

- Workforce data indicates that Hispanic males and females remain the most underrepresented group in the Department of Commerce workforce.
 - Hispanic or Latino males and females are underrepresented at the GS-13, GS-14, GS-15 and SES levels when compared to the 2010 CLF.
 - Hispanic/Latino males are underrepresented in 18/22 MCO's; Hispanic/Latino females are underrepresented in 15/22 MCO's.
 - All minority groups account for only 20.52% in the aggregate of the SES positions at DOC, whilst the DOC population reflects 34.33% in the total amount of minority groups at DOC. White males/females hold 79.48% of all SES positions at DOC (56.36% males and 23.12% females).
 - The EEO Director is not under direct supervision of the Agency Head.

PLANNED ACTIVITIES

(A brief description of action items and plans to be implemented/accomplished by the agency during the upcoming fiscal year)

We developed essential element objectives and data analysis objectives to facilitate the accomplishment of a Model EEO Program. The essential elements and data analysis are addressed in Part H of this report.

[1] The SES CDP is an 18 month program, thus there is no new data for FY 2014. We will receive updated data for FY 2015.

EEOC FORM 715-01 PART F	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT		
Department of Commerce		For period covering October 1, 2013 to September 30, 2014	

**CERTIFICATION of ESTABLISHMENT of CONTINUING
EQUAL EMPLOYMENT OPPORTUNITY PROGRAMS**

I, _____ Chief Financial Officer and Assistant Secretary of Administration Ellen Herbst am the

(Insert name above) (Insert official
title/series/grade above)

Principal EEO Director/Official for Department of Commerce

(Insert Agency/Component Name above)

The agency has conducted an annual self-assessment of Section 717 and Section 501 programs against the essential elements as prescribed by EEO MD-715. If an essential element was not fully compliant with the standards of EEO MD-715, a further evaluation was conducted and, as appropriate, EEO Plans for Attaining the Essential Elements of a Model EEO Program, are included with this Federal Agency Annual EEO Program Status Report.

The agency has also analyzed its work force profiles and conducted barrier analyses aimed at detecting whether any management or personnel policy, procedure or practice is operating to disadvantage any group based on race, national origin, gender or disability. EEO Plans to Eliminate Identified Barriers, as appropriate, are included with this Federal Agency Annual EEO Program Status Report.

I certify that proper documentation of this assessment is in place and is being maintained for EEOC review upon request.

Signature of Agency Head or Agency Head Designee

Date

Signature of Principal EEO Director/Official

Certifies that this Federal Agency Annual EEO Program Status Report is in compliance with EEO MD-715.

Date

EEOC FORM 715-01 PART G		U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT			
Essential Element A: DEMONSTRATED COMMITMENT FROM AGENCY LEADERSHIP Requires the agency head to issue written policy statements ensuring a workplace free of discriminatory harassment and a commitment to equal employment opportunity.					
Department of Commerce		For period covering October 1, 2013 to September 30, 2014			
Compliance Indicator	EEO policy statements are up-to-date.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
The Agency Head was installed on <u>06/25/2013</u> The EEO policy statement was issued on <u>02/05/2014</u> Was the EEO policy statement issued within 6-9 of the installation of the Agency Head?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
During the current Agency Head's tenure, has the EEO policy Statement been re-issued annually? If no, provide an explanation.		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	The Department has not issued a policy statement since 2010. A policy statement was prepared for Secretary Bryson. However, the Secretary left the Department before it could be fully executed. No Secretary of Commerce has been confirmed to date.
Are new employees provided a copy of the EEO policy statement during orientation?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
When an employee is promoted into the supervisory ranks, is s/he provided a copy of the EEO policy statement?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Compliance Indicator	EEO policy statements have been communicated to all employees.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
Have the heads of subordinate reporting components communicated support of all agency EEO policies through the ranks?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Has the agency made written materials available to all employees and applicants, informing them of the variety of EEO programs and administrative and judicial remedial procedures available to them?		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

Department of Commerce	For period covering October 1, 2013 to September 30, 2014			
Has the agency prominently posted such written materials in all personnel offices, EEO offices, and on the agency's internal website? [see 29 CFR §1614.102(b)(5)]	X			

Compliance Indicator	Agency EEO policy is vigorously enforced by agency management.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
Are managers and supervisors evaluated on their commitment to agency EEO policies and principles, including their efforts to:		X			
resolve problems/disagreements and other conflicts in their respective work environments as they arise?		X			
address concerns, whether perceived or real, raised by employees and following-up with appropriate action to correct or eliminate tension in the workplace?		X			
support the agency's EEO program through allocation of mission personnel to participate in community out-reach and recruitment programs with private employers, public schools and universities?		X			
ensure full cooperation of employees under his/her supervision with EEO office officials such as EEO Counselors, EEO Investigators, etc.?		X			
ensure a workplace that is free from all forms of discrimination, harassment and retaliation?		X			
ensure that subordinate supervisors have effective managerial, communication and interpersonal skills in order to supervise most effectively in a workplace with diverse employees and avoid disputes arising from ineffective communications ?		X			
ensure the provision of requested religious accommodations when such accommodations do not cause an undue hardship?		X			
ensure the provision of requested disability accommodations to qualified individuals with disabilities when such accommodations do not cause an undue hardship?		X			
Have all employees been informed about what behaviors are inappropriate in the workplace and that this behavior may result in disciplinary actions? Describe what means were utilized by the agency to so inform its workforce about the penalties for unacceptable behavior.		X			DAO 202-751, Discipline
Have the procedures for reasonable accommodation for individuals with disabilities been made readily available/accessible to all employees by disseminating such procedures during orientation of new employees and by making such procedures available on the World Wide Web or Internet?		X			

Department of Commerce	For period covering October 1, 2013 to September 30, 2014			
Have managers and supervisor been trained on their responsibilities under the procedures for reasonable accommodation?	X			

Essential Element B: INTEGRATION OF EEO INTO THE AGENCY'S STRATEGIC MISSION Requires that the agency's EEO programs be organized and structured to maintain a workplace that is free from discrimination in any of the agency's policies, procedures or practices and supports the agency's strategic mission.					
Department of Commerce		For period covering October 1, 2013 to September 30, 2014			
Compliance Indicator	The reporting structure for the EEO Program provides the Principal EEO Official with appropriate authority and resources to effectively carry out a successful EEO Program.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
Is the EEO Director under the direct supervision of the agency head? [see 29 CFR §1614.102(b)(4)] For subordinate level reporting components, is the EEO Director/Officer under the immediate supervision of the lower level component's head official? (For example, does the Regional EEO Officer report to the Regional Administrator?)			X		See Department Organization Orders 10-5 and 20-10 for reporting chain. EEO Director reports directly to Agency Principal EEO Official.
Are the duties and responsibilities of EEO officials clearly defined?		X			
Do the EEO officials have the knowledge, skills, and abilities to carry out the duties and responsibilities of their positions?		X			
If the agency has 2nd level reporting components, are there organizational charts that clearly define the reporting structure for EEO programs?		X			
If the agency has 2nd level reporting components, does the agency-wide EEO Director have authority for the EEO programs within the subordinate reporting		X			
If not, please describe how EEO program authority is delegated to subordinate reporting components.		X			
Compliance Indicator	The EEO Director and other EEO professional staff responsible for EEO programs have regular and effective means of informing the agency head and senior management officials of the status of EEO programs and are involved in, and consulted on, management/personnel actions.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
Does the EEO Director/Officer have a regular and effective means of informing the agency head and other top management officials of the effectiveness, efficiency and legal compliance of the agency's EEO program?		X			
Following the submission of the immediately preceding FORM 715-01, did the EEO Director/Officer present to the head of the agency and other senior officials the "State of the Agency" briefing covering all components of the EEO report, including an assessment of the performance of the agency in each of the six elements of the Model EEO Program and a report on the progress of the agency in completing its barrier analysis including any barriers it identified and/or eliminated or reduced the impact of?		X			EEO Director meets regularly with Senior management and keeps them apprised of efforts to improve Agency's implementation of its model EEO program.

Department of Commerce		For period covering October 1, 2013 to September 30, 2014			
Are EEO program officials present during agency deliberations prior to decisions regarding recruitment strategies, vacancy projections, succession planning, selections		X			

Does the agency consider whether any group of employees or applicants might be negatively impacted prior to making human resource decisions such as reorganizations and re-alignments?		X				
Are management/personnel policies, procedures and practices examined at regular intervals to assess whether there are hidden impediments to the realization of equality of opportunity for any group(s) of employees or applicants? [see 29 C.F.R. § 1614.102(b)(3)]		X				
Is the EEO Director included in the agency's strategic planning, especially the agency's human capital plan, regarding succession planning, training, etc., to ensure		X				
Compliance Indicator	The agency has committed sufficient human resources and budget allocations to its EEO programs to ensure successful operation.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report	
Measures		Yes	No	N/A		
Does the EEO Director have the authority and funding to ensure implementation of agency EEO action plans to improve EEO program efficiency and/or eliminate identified barriers to the realization of equality of opportunity?		X				
Are sufficient personnel resources allocated to the EEO Program to ensure that agency self-assessments and self-analyses prescribed by EEO MD-715 are conducted annually and to maintain an effective complaint processing system?		X				
Are statutory/regulatory EEO related Special Emphasis Programs sufficiently		X				
Federal Women's Program - 5 U.S.C. 7201; 38 U.S.C. 4214; Title 5 CFR, Subpart B, 720.204		X				
Hispanic Employment Program - Title 5 CFR, Subpart B, 720.204		X				
People With Disabilities Program Manager; Selective Placement Program for Individuals With Disabilities - Section 501 of the Rehabilitation Act; Title 5 U.S.C. Subpart B, Chapter 31, Subchapter I-3102; 5 CFR 213.3102(t) and (u); 5 CFR 315.709		X				
Are other agency special emphasis programs monitored by the EEO Office for coordination and compliance with EEO guidelines and principles, such as FEORP - 5 CFR 720; Veterans Employment Programs; and Black/African American; American Indian/Alaska Native, Asian American/Pacific Islander programs?		X				
Compliance Indicator		Measure has been met				

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	The agency has committed sufficient budget to support the success of its EEO Programs.				For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	

Are there sufficient resources to enable the agency to conduct a thorough barrier analysis of its workforce, including the provision of adequate data collection and tracking systems	X			
Is there sufficient budget allocated to all employees to utilize, when desired, all EEO programs, including the complaint processing program and ADR, and to make a request for reasonable accommodation? (Including subordinate level reporting components?)	X			
Has funding been secured for publication and distribution of EEO materials (e.g. harassment policies, EEO posters, reasonable accommodations procedures, etc.)?	X			
Is there a central fund or other mechanism for funding supplies, equipment and services necessary to provide disability accommodations?			X	Heads of operating units provide funds for reasonable accommodation requests.
Does the agency fund major renovation projects to ensure timely compliance with Uniform Federal Accessibility Standards?	X			
Is the EEO Program allocated sufficient resources to train all employees on EEO Programs, including administrative and judicial remedial procedures available to employees?	X			
Is there sufficient funding to ensure the prominent posting of written materials in all personnel and EEO offices? [see 29 C.F.R. § 1614.102(b)(5)]	X			
Is there sufficient funding to ensure that all employees have access to this training and information?	X			
Is there sufficient funding to provide all managers and supervisors with training and periodic up-dates on their EEO responsibilities:				
for ensuring a workplace that is free from all forms of discrimination, including harassment and retaliation?	X			
to provide religious accommodations?	X			
to provide disability accommodations in accordance with the agency's written procedures?	X			
in the EEO discrimination complaint process?	X			
to participate in ADR?	X			

Essential Element C: MANAGEMENT AND PROGRAM ACCOUNTABILITY This element requires the Agency Head to hold all managers, supervisors, and EEO Officials responsible for the effective implementation of the agency's EEO Program and Plan.					
Department of Commerce		For period covering October 1, 2013 to September 30, 2014			
Compliance Indicator	EEO program officials advise and provide appropriate assistance to managers/supervisors about the status of EEO programs within each manager's or supervisor's area or responsibility.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
Are regular (monthly/quarterly/semi-annually) EEO updates provided to management/supervisory officials by EEO program officials?		X			
Do EEO program officials coordinate the development and implementation of EEO Plans with all appropriate agency managers to include Agency Counsel, Human Resource Officials, Finance, and the Chief information Officer?		X			
Compliance Indicator	The Human Resources Director and the EEO Director meet regularly to assess whether personnel programs, policies, and procedures are in conformity with instructions contained in EEOC management directives. [see 29 CFR § 1614.102(b)(3)]	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
Have time-tables or schedules been established for the agency to review its Merit Promotion Program Policy and Procedures for systemic barriers that may be impeding full participation in promotion opportunities by all groups?		X			Directors from OHRM and OCR and senior staff will establish a regular quarterly meeting schedule.
Have time-tables or schedules been established for the agency to review its Employee Recognition Awards Program and Procedures for systemic barriers that may be impeding full participation in the program by all groups?		X			Directors from OHRM and OCR and senior staff will establish a regular quarterly meeting schedule.

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Have time-tables or schedules been established for the agency to review its Employee Development/Training Programs for systemic barriers that may be impeding full participation in training opportunities by all groups?		X			Directors from OHRM and OCR and senior staff will establish a regular quarterly meeting schedule.
Compliance Indicator	When findings of discrimination are made, the agency explores whether or not disciplinary actions should be taken.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
Does the agency have a disciplinary policy and/or a table of penalties that covers employees found to have committed discrimination?		X			

Have all employees, supervisors, and managers been informed as to the penalties for being found to perpetrate discriminatory behavior or for taking personnel actions based upon a prohibited basis?	X			
Has the agency, when appropriate, disciplined or sanctioned managers/supervisors or employees found to have discriminated over the past two years?	X			
If so, cite number found to have discriminated and list penalty /disciplinary action				
Does the agency promptly (within the established time frame) comply with EEOC, Merit Systems Protection Board, Federal Labor Relations Authority, labor arbitrators, and District Court orders?	X			
Does the agency review disability accommodation decisions/actions to ensure compliance with its written procedures and analyze the information tracked for trends, problems, etc.??	X			

Essential Element D: PROACTIVE PREVENTION Requires that the agency head makes early efforts to prevent discriminatory actions and eliminate barriers to equal employment opportunity in the workplace.						
Department of Commerce		For period covering October 1, 2013 to September 30, 2014				
Compliance Indicator	Analyses to identify and remove unnecessary barriers to employment are conducted throughout the year.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report	
Measures		Yes	No	N/A		
Do senior managers meet with and assist the EEO Director and/or other EEO Program Officials in the identification of barriers that may be impeding the realization of equal employment opportunity?		X				
When barriers are identified, do senior managers develop and implement, with the assistance of the agency EEO office, agency EEO Action Plans to eliminate said barriers?		X				
Do senior managers successfully implement EEO Action Plans and incorporate the EEO Action Plan Objectives into agency strategic plans?		X				
Are trend analyses of workforce profiles conducted by race, national origin, sex and disability?		X				
Are trend analyses of the workforce's major occupations conducted by race, national origin, sex and disability?		X				
Are trends analyses of the workforce's grade level distribution conducted by race, national origin, sex and disability?		X				
Are trend analyses of the workforce's compensation and reward system conducted by race, national origin, sex and disability?		X				
Are trend analyses of the effects of management/personnel policies, procedures and practices conducted by race, national origin, sex and disability?		X				
Compliance Indicator	The use of Alternative Dispute Resolution (ADR) is encouraged by senior management.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report	
Measures		Yes	No	N/A		
Are all employees encouraged to use ADR?		X				
Is the participation of supervisors and managers in the ADR process required?			X		Participation in ADR is voluntary for all parties.	

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<p>Essential Element E: EFFICIENCY</p> <p>Requires that the agency head ensure that there are effective systems in place for evaluating the impact and effectiveness of the agency's EEO Programs as well as an efficient and fair dispute resolution process.</p>	
Department of Commerce	For period covering October 1, 2013 to September 30, 2014

Department of Commerce		For period covering October 1, 2013 to September 30, 2014			
Compliance Indicator	The agency has sufficient staffing, funding, and authority to achieve the elimination of identified barriers.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
Does the EEO Office employ personnel with adequate training and experience to conduct the analyses required by MD-715 and these instructions?		X			The Office of Civil Rights underwent EEOC's barrier analysis training in FY 2014.
Has the agency implemented an adequate data collection and analysis systems that permit tracking of the information required by MD-715 and these instructions?		X			
Have sufficient resources been provided to conduct effective audits of field facilities' efforts to achieve a model EEO program and eliminate discrimination under Title VII and the Rehabilitation Act?		X			
Is there a designated agency official or other mechanism in place to coordinate or assist with processing requests for disability accommodations in all major components of the agency?		X			
Are 90% of accommodation requests processed within the time frame set forth in the agency procedures for reasonable accommodation?		X			
Compliance Indicator	The agency has an effective complaint tracking and monitoring system in place to increase the effectiveness of the agency's EEO Programs.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
Does the agency use a complaint tracking and monitoring system that allows identification of the location, and status of complaints and length of time elapsed at each stage of the agency's complaint resolution process?		X			
Does the agency's tracking system identify the issues and bases of the complaints, the aggrieved individuals/complainants, the involved management officials and other information to analyze complaint activity and trends?		X			

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Does the agency hold contractors accountable for delay in counseling and investigation processing times?		X			Contractors are not paid in full until receipt of an acceptable delivery. Performance issues are addressed informally by the COTR. We use multiple vendors, so the better performers get the work. If a vendor was unresponsive after informal attempts to resolve performance issues, we would contact the Contracting Officer for formal action to cure – we have not had to do this.
If yes, briefly describe how:					
Does the agency monitor and ensure that new investigators, counselors, including contract and collateral duty investigators, receive the 32 hours of training required in accordance with EEO Management Directive MD-110?		X			
Does the agency monitor and ensure that experienced counselors, investigators, including contract and collateral duty investigators, receive the 8 hours of refresher training required on an annual basis in accordance with EEO Management Directive MD-110?		X			
Compliance Indicator	The agency has sufficient staffing, funding and authority to comply with the time frames in accordance with the EEOC (29 C.F.R. Part 1614) regulations for processing EEO complaints of employment discrimination.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
Are benchmarks in place that compare the agency's discrimination complaint processes with 29 C.F.R. Part 1614?		X			
Does the agency provide timely EEO counseling within 30 days of the initial request or within an agreed upon extension in writing, up to 60 days?			X		See EEOC form 462 (82% timely). See Element E (I) of Executive Summary.
Does the agency provide an aggrieved person with written notification of his/her rights and responsibilities in the EEO process in a timely fashion?		X			
Does the agency complete the investigations within the applicable prescribed time frame?		X			
When a complainant requests a final agency decision, does the agency issue the decision within 60 days of the request?		X			

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When a complainant requests a hearing, does the agency immediately upon receipt of the request from the EEOC AJ forward the investigative file to the EEOC Hearing Office?		X			
When a settlement agreement is entered into, does the agency timely complete any obligations provided for in such agreements?		X			
Does the agency ensure timely compliance with EEOC AJ decisions which are not the subject of an appeal by the agency?		X			
Compliance Indicator	There is an efficient and fair dispute resolution process and effective systems for evaluating the impact and effectiveness of the agency's EEO complaint processing program.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
In accordance with 29 C.F.R. §1614.102(b), has the agency established an ADR Program during the pre-complaint and formal complaint stages of the EEO process?		X			
Does the agency require all managers and supervisors to receive ADR training in accordance with EEOC (29 C.F.R. Part 1614) regulations, with emphasis on the federal government's interest in encouraging mutual resolution of disputes and the benefits associated with utilizing ADR?			X		Training is strongly encouraged but voluntary.
After the agency has offered ADR and the complainant has elected to participate in ADR, are the managers required to participate?			X		Participation is strongly encouraged but voluntary.
Does the responsible management official directly involved in the dispute have settlement authority?		X			
Compliance Indicator	The agency has effective systems in place for maintaining and evaluating the impact and effectiveness of its EEO programs.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
Does the agency have a system of management controls in place to ensure the timely, accurate, complete and consistent reporting of EEO complaint data to the		X			
Does the agency provide reasonable resources for the EEO complaint process to ensure efficient and successful operation in accordance with 29 C.F.R. § 1614.102		X			
Does the agency EEO office have management controls in place to monitor and ensure that the data received from Human Resources is accurate, timely received, and contains all the required data elements for submitting annual reports to the EEOC?		X			
Do the agency's EEO programs address all of the laws enforced by the EEOC?		X			

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Does the agency identify and monitor significant trends in complaint processing to determine whether the agency is meeting its obligations under Title VII and the Rehabilitation Act?		X			
Does the agency track recruitment efforts and analyze efforts to identify potential barriers in accordance with MD-715 standards?		X			
Does the agency consult with other agencies of similar size on the effectiveness of their EEO programs to identify best practices and share ideas?		X			
Compliance Indicator	The agency ensures that the investigation and adjudication function of its complaint resolution process are separate from its legal defense arm of agency or other offices with conflicting or competing interests.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
Are legal sufficiency reviews of EEO matters handled by a functional unit that is separate and apart from the unit which handles agency representation in EEO		X			
If applicable, are processing time frames incorporated for the legal counsel's sufficiency review for timely processing of complaints?		X			
Does the agency discrimination complaint process ensure a neutral adjudication function?				X	

Essential Element F: RESPONSIVENESS AND LEGAL COMPLIANCE This element requires that federal agencies are in full compliance with EEO statutes and EEOC regulations, policy guidance, and other written instructions.	
Department of Commerce	For period covering October 1, 2013 to September 30, 2014

Department of Commerce		For period covering October 1, 2013 to September 30, 2014			
Compliance Indicator	Agency personnel are accountable for timely compliance with orders issued by EEOC Administrative Judges.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
Does the agency have a system of management control to ensure that agency officials timely comply with any orders or directives issued by EEOC Administrative		X			
Compliance Indicator	The agency's system of management controls ensures that the agency timely completes all ordered corrective action and submits its compliance report to EEOC within 30 days of such completion.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
Does the agency have control over the payroll processing function of the agency? If Yes, answer the two questions below.		X			
Are there steps in place to guarantee responsive, timely, and predictable processing of ordered monetary relief?		X			
Are procedures in place to promptly process other forms of ordered relief?		X			
Compliance Indicator	The agency's system of management controls ensures that the agency timely completes all ordered corrective action and submits its compliance report to EEOC within 30 days of such completion.	Measure has been met			For all unmet measures, provide a brief explanation in the space below or complete and attach an EEOC FORM 715-01 PART H to the agency's status report
Measures		Yes	No	N/A	
Is compliance with EEOC orders encompassed in the performance standards of any agency employees?		X			
If so, please identify the employees by title in the comments section, and state how performance is measured.		Kathryn Anderson, Director of Administration & Special Projects and Acting Director of the Program and Implementation Division, OCR. Orders are documented as complete within time set by OFO.			
Is the unit charged with the responsibility for compliance with EEOC orders located in the EEO office?		X			
If not, please identify the unit in which it is located, the number of employees in the unit, and their grade levels in the comments section.					
Have the involved employees received any formal training in EEO compliance?		X			

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Does the agency promptly provide to the EEOC the following documentation for completing compliance:				
Attorney Fees: Copy of check issued for attorney fees and /or a narrative statement by an appropriate agency official, or agency payment order dating the dollar amount of attorney fees paid?	X			
Awards: A narrative statement by an appropriate agency official stating the dollar amount and the criteria used to calculate the award?	X			
Back Pay and Interest: Computer print-outs or payroll documents outlining gross back pay and interest, copy of any checks issued, narrative statement by an appropriate agency official of total monies paid?	X			
Compensatory Damages: The final agency decision and evidence of payment, if made?	X			
Training: Attendance roster at training session(s) or a narrative statement by an appropriate agency official confirming that specific persons or groups of persons attended training on a date certain?	X			
Personnel Actions (e.g., Reinstatement, Promotion, Hiring, Reassignment): Copies of SF-50s	X			
Posting of Notice of Violation: Original signed and dated notice reflecting the dates that the notice was posted. A copy of the notice will suffice if the original is not available.	X			
Supplemental Investigation: 1. Copy of letter to complainant acknowledging receipt from EEOC of remanded case. 2. Copy of letter to complainant transmitting the Report of Investigation (not the ROI itself unless specified). 3. Copy of request for a hearing (complainant's request or agency's transmittal letter).	X			
Final Agency Decision (FAD): FAD or copy of the complainant's request for a hearing.	X			
Restoration of Leave: Print-out or statement identifying the amount of leave restored, if applicable. If not, an explanation or statement.	X			
Civil Actions: A complete copy of the civil action complaint demonstrating same issues raised as in compliance matter.	X			
Settlement Agreements: Signed and dated agreement with specific dollar amounts, if applicable. Also, appropriate documentation of relief is provided.	X			

Footnotes:

1. See 29 C.F.R. § 1614.102.

2. When an agency makes modifications to its procedures, the procedures must be resubmitted to the Commission. See EEOC Policy Guidance on Executive Order 13164: Establishing Procedures to Facilitate the Provision of Reasonable Accommodation (10/20/00), Question 28

EEOC FORM 715-01 PART H-1		U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
Department of Commerce		For period covering October 1, 2013 to September 30, 2014	
STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	Essential Element B: Integration of EEO into the Agency's Strategic Mission Is the EEO Director under the direct supervision of the agency head?		
OBJECTIVE:	To maximize support and access for EEO and Civil Rights in departmental policies and activities.		
RESPONSIBLE OFFICIAL:	Director of the Office of Civil Rights		
DATE OBJECTIVE INITIATED:	05/01/2014		
TARGET DATE FOR COMPLETION OF OBJECTIVE:	09/30/2014		
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:			
Explore advantages of relocating OCR within the departmental structure. TARGET DATE: 09/30/2014			
Explore advantages of relocating OCR within the departmental structure. TARGET DATE: 09/30/2014			
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE			
Under our Department Organizational Order 10-5, the Chief Financial Officer/Assistant Secretary for Administration (CFO/ASA) is the Department's Principal EEO Officer: The applicable language reads as follows: Section 4.01.d. Conduct activities to ensure equal employment opportunity in the Department, including affirmative action for employees and job applicants, and to ensure nondiscrimination in federally-assisted programs, activities, and projects. The Office of Civil Rights reports to the CFO/ASA. The CFO/ASA is the Senior EEO Official in the Department. In terms of access to the senior political leadership or measures of support for our office, the CFO/ASA is in the best position to advocate for our mission. The Secretary is an ardent advocate for civil rights and equal opportunity, and works closely with the CFO/ASA to make our issues predominant in the Department's agenda. OCR has regularly briefed senior management officials, including the CFO/ASA over the years and has developed a mutually beneficial working relationship. The CFO/ASA is always ready to assist our office, as necessary.			

EEOC FORM 715-01 PART H-2		U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
Department of Commerce		For period covering October 1, 2013 to September 30, 2014	
STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	Essential Element D: Proactive Prevention Is the participation of supervisors and managers in the ADR process required? EE E: Does the Agency require all managers and supervisors to receive ADR training in accordance with EEOC (29 C.F.R. Part 1614) regulation, with emphasis on the federal government's interest in encouraging mutual resolution of disputes and the benefits associated with utilizing ADR? EE E: After the agency has offered ADR and the complainant has elected to participate in ADR, are the managers required to participate?		
OBJECTIVE:	Assess ADR usage in the Department of Commerce. This is an ongoing objective.		
RESPONSIBLE OFFICIAL:	Director of the Office of Civil Rights		
DATE OBJECTIVE INITIATED:	04/30/2014		
TARGET DATE FOR COMPLETION OF OBJECTIVE:	09/30/2015		
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:			
Support ADR in EEO policy statements and encourage managers to participate in the resolution process.			
TARGET DATE: 09/30/2014			
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE			
The Department remains committed to the early resolution of workplace disputes and incorporated its support for ADR in its EEO policy statements where all employees, including managers, are strongly encouraged to participate in the resolution process. However, currently we have not made the policy decision to make ADR mandatory for managers and supervisors. In reviewing feedback from bureaus, the challenge with ADR utilization rests with the employee/Counselee election, rather than managerial support for or willingness to participate in the process. However, we will continue to query participants in the process, analyze the feedback received from ADR sessions and solicit improvement recommendations from bureau EEO staff to foster improved participation in the Department's EEO ADR efforts.			

EEOC FORM 715-01 PART H-3		U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
Department of Commerce		For period covering October 1, 2013 to September 30, 2014	
STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:	Essential Element E: Efficiency Does the EEO Office employ personnel with adequate training and experience to conduct the analyses required by MD-715 and these instructions?		
OBJECTIVE:	Provide adequate barrier analysis training to EEO staff provided by the EEOC.		
RESPONSIBLE OFFICIAL:	Director of the Office of Civil Rights		
DATE OBJECTIVE INITIATED:	04/30/2014		
TARGET DATE FOR COMPLETION OF OBJECTIVE:	09/30/2014		
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:			
Receive barrier analysis training from the Equal Employment Opportunity Commission.			
TARGET DATE: 09/30/2014			
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE			
<p>As noted during the EEOC's recent April, 2014 TAV, we are committed to ensure that we obtain the applicant flow data from OHRM, necessary to barrier analysis. OCR staff has begun a limited pilot program to examine the lack of representation for Hispanics in the Department's workforce. In this regard, we welcome the EEOC's invitation to provide barrier analysis training for key staff (OCR, bureau EEO, OHRM, OGC, and Diversity Council members, etc). We will also pursue other training opportunities, because we acknowledge the importance of this initiative to the EEOC.</p> <p>The Office of Civil Rights underwent official barrier analysis training provided by the EEOC. Upon receiving the training, OCR concluded that the pilot project it had drafted did not follow EEOC instructions of conducting a proper analysis of the agency workforce. After sufficient training, OCR reviewed its process and drafted a "Hispanics at Commerce Data Analysis," which is attached to this report. The report includes thorough analysis of Hispanics at Commerce and serves as the basis for the full barrier analysis that will be completed later this fiscal year.</p>			

EEOC FORM 715-01 PART H-4		U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
Department of Commerce		For period covering October 1, 2013 to September 30, 2014	
STATEMENT of MODEL PROGRAM ESSENTIAL ELEMENT DEFICIENCY:		Essential Element E: Efficiency Does the agency provide timely EEO counseling within 30 days of the initial request or within an agreed upon extension in writing, up to 60 days?	
OBJECTIVE:		Ensure adherence to the regulatory time frames for EEO counseling using the performance management system.	
RESPONSIBLE OFFICIAL:		Director of the Office of Civil Rights	
DATE OBJECTIVE INITIATED:		10/01/2012	
TARGET DATE FOR COMPLETION OF OBJECTIVE:		09/30/2013	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:			
Coordinate with OCR's iComplaints tracking manager to ensure accurate reporting of extensions granted in the counseling process. (Ongoing throughout FY)			
TARGET DATE:			
Ensure the accurate and timely reporting of all ADR efforts in the informal counseling process to OCR's complaint tracking system. The data in the complaint tracking system will be reviewed at least every 60 days to ensure accuracy of information and to ensure efficiency of counseling activities. (Ongoing throughout FY)			
TARGET DATE:			
Track EEO Counselors adherence to the regulatory time frames using the performance management system. (Ongoing throughout FY)			
TARGET DATE:			
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE			
In FY 2013, 82% of all counseling's were timely. Counselors will continue to be monitored to ensure adherence to regulatory time frames. In FY 2014, 88.8% of all counseling's were timely compared with 82% in FY 2013. Counselors will continue to be monitored to ensure adherence to regulatory time frames.			

EEOC FORM 715-01 PART I-1		U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
Department of Commerce		For period covering October 1, 2013 to September 30, 2014	
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?		Workforce data for FY 2014 indicated Hispanic/Latino males (2.36% v 5.17% CLF), Hispanic/Latino females (2.51% v 4.79% CLF) are underrepresented in the total Commerce workforce. Hispanic /Latino males and females are underrepresented at the GS-13, GS-14, GS-15 and SES levels when compared to the 2010 CLF. Hispanic/Latino males are underrepresented in 18/22 Mission Critical Occupations (MCO); Hispanic/Latino females are underrepresented in 15/22 MCO's.	
BARRIER ANALYSIS: Provide a description of the steps taken and data analyzed to determine cause of the condition.		A review and analysis of workforce data by grade level, occupation category and major occupations within DOC indicates Hispanics are underrepresented at DOC when compared to the 2010 Civilian Labor Force data. Hispanic/Latino males/females are the most underrepresented EEO Group at the Department of Commerce.	
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.		The barrier for the underrepresentation of Hispanics not been determined. However, OCR staff began a pilot program to look at the lack of participation at all levels for Hispanics in the Department's workforce.	
OBJECTIVE: State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.		Utilize the barrier analysis methodology to identify the root causes of the conditions which may cause a barrier. The analysis will benefit from the EEOC training.	
RESPONSIBLE OFFICIAL:		OHRM and OCR Directors	
DATE OBJECTIVE INITIATED:		10/21/2013	
TARGET DATE FOR COMPLETION OF OBJECTIVE:		09/30/2015	
EEOC FORM 715-01 PART I-1		EEO Plan To Eliminate Identified Barrier	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:		TARGET DATE (Must be specific)	
Implement DOC's Strategic Plan for Diversity and Inclusion		09/30/2012	
Establish a time-table with OHRM staff for periodic reports of Commerce's applicant flow data.		09/30/2014	
OCR and OHRM Staff will undergo barrier analysis training provided by the EEOC.		09/30/2014	
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE			

The DOC Diversity and Inclusion Plan was finalized and implemented in FY 2012.
OCR and OHRM staff received barrier analysis training in FY 2014.

OCR drafted a data analysis report for the hispanic workforce, which is attached to this report. The report is ongoing, pending meetings with pertinent officials to discuss and address identified triggers and barriers.
The Diversity and Inclusion Council met monthly to develop a set of recommendations and action plan for increasing diversity and inclusion. The recommendations address strategies for increasing workforce diversity and inclusion as well as the sustainability of these programs.

EEOC FORM 715-01 PART I-2	U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT	
Department of Commerce		For period covering October 1, 2013 to September 30, 2014
STATEMENT OF CONDITION THAT WAS A TRIGGER FOR A POTENTIAL BARRIER: Provide a brief narrative describing the condition at issue. How was the condition recognized as a potential barrier?		The trigger to a potential barrier was recognized in the average percentage rate of selections for the GS 15-SES Career Development Program.
BARRIER ANALYSIS: Provide a description of the steps taken and data analyzed to determine cause of the condition.		The GS-15 – SES Career Development Program received 32 applications out of 3,346 relevant Commerce employees who qualify to apply to the program. No application was received from the following EEO groups: Asians, American Indian/Alaska Native, and Native Hawaiian/Pacific Islander. Of the 32 applicants, 18 were selected from the following EEO groups: Hispanics males (1), Hispanic females (3), White males (6), White Females (7), and Black/African American (1). Overall, Whites represented 72.22% of the participants, Hispanics 22.23% and Blacks/African Americans 5.56%.
STATEMENT OF IDENTIFIED BARRIER: Provide a succinct statement of the agency policy, procedure or practice that has been determined to be the barrier of the undesired condition.		The barrier for the under-representation of minorities has not been determined. However, improved outreach to the relevant pools could address this issue, given that the relevant pool is available for the aforementioned EEO groups but they are not applying to the development program.
OBJECTIVE: State the alternative or revised agency policy, procedure or practice to be implemented to correct the undesired condition.		Revise and improve recruitment strategies so minorities apply for top-level positions.
RESPONSIBLE OFFICIAL:		OHRM and OCR Directors
DATE OBJECTIVE INITIATED:		02/01/2014
TARGET DATE FOR COMPLETION OF OBJECTIVE:		09/30/2015
EEOC FORM 715-01 PART I-2	EEO Plan To Eliminate Identified Barrier	
PLANNED ACTIVITIES TOWARD COMPLETION OF OBJECTIVE:		TARGET DATE (Must be specific)

Review existing outreach plan for Career Development Programs to determine if the plan is effective in minority outreach and improve methods to ensure all Commerce employees are aware of these programs.	09/30/2015
REPORT OF ACCOMPLISHMENTS and MODIFICATIONS TO OBJECTIVE	
<p>The workforce data for Career Development Programs (CDP) does not include data for a range of other leadership and development programs that the Department of Commerce offers. These opportunities are offered to employees all across the board – supervisory and non-supervisory employees, managers and non-managers, and more.</p> <p>In FY 2014, the Office of Civil Rights offered training and development opportunities to all commerce employees, including Multigenerational Work Teams training, Cross Cultural Diversity training, Emotional Intelligence workshops and more.</p> <p>In FY 14, OHRM also launched an Excellence in Government Program (EIG) through the Partnership for Public Service for employees at the GS-14 and GS-15 levels. The program is similar in content to the SES CDP program with the exclusion of the requirement to complete a developmental assignment, and the opportunity to have the candidates' executive core qualifications reviewed for the purposes of being certified by the Office of Personnel Management's Qualification Review Board. The program was offered to all Commerce bureaus.</p>	

EEOC FORM 715-01 PART J		U.S. Equal Employment Opportunity Commission FEDERAL AGENCY ANNUAL EEO PROGRAM STATUS REPORT Special Program Plan for the Recruitment, Hiring, and Advancement of Individuals With Targeted							
Department of Commerce			For period covering October 1, 2013 to September 30, 2014						
PART I Department or Agency Information	1. Agency		1. Department of Commerce						
	1.a. 2nd Level Component		1. a.						
	1.b. 3rd Level or lower		1. b.						
PART II Employment Trend and Special Recruitment for Individuals With Targeted Disabilities	Enter Actual Number at the beginning of FY.		... end of FY.		Net Change		
			Number	%	Number	%	Number	Rate of Change	
	Total Work Force		45878	100%	41153	100%	-4725	-10.3 %	
	Reportable Disability		3176	6.9 %	3067	7.5 %	-109	-3.4 %	
	Targeted Disability*		220	0.5 %	212	0.5 %	-8	-3.6 %	
	* If the rate of change for persons with targeted disabilities is not equal to or greater than the rate of change for the total workforce, a barrier analysis should be conducted (see below).								
	1. Total Number of Applications Received From Persons With Targeted Disabilities during the reporting period.						294		
	2. Total Number of Selections of Individuals with Targeted Disabilities during the reporting period.						10		
PART III Participation Rates In Agency Employment Programs									
Other Employment/Personnel Programs	TOTAL	Reportable Disability		Targeted Disability		Not Identified		No Disability	
		#	%	#	%	#	%	#	%
Competitive Promotions	314	22	7.0 %	1	0.3 %	8	2.5 %	284	90.4 %
Non-Competitive Promotions	3219	190	5.9 %	16	0.5 %	132	4.1 %	2897	90.0 %
Employee Career Development Programs	0	0	0.0 %	0	0.0 %	0	0.0 %	0	0.0 %
a. Grades 5 - 12	0	0	0.0 %	0	0.0 %	0	0.0 %	0	0.0 %
b. Grades 13 - 14	0	0	0.0 %	0	0.0 %	0	0.0 %	0	0.0 %
c. Grade 15/SES	0	0	0.0 %	0	0.0 %	0	0.0 %	0	0.0 %
Employee Recognition and Awards	10493	498	4.7 %	44	0.4 %	200	1.9 %	9795	93.3 %
a. Time-Off Awards (Total hrs awarded)	62552	3380	5.4 %	206	0.3 %	1172	1.9 %	58000	92.7 %
b. Cash Awards (total \$\$\$ awarded)	39810282	1949823	4.9 %	141297	0.4 %	1060608	2.7 %	36799851	92.4 %
c. Quality-Step Increase	0	0	0.0 %	0	0.0 %	0	0.0 %	0	0.0 %

EEOC FORM 715-01		Special Program Plan for the Recruitment, Hiring, and Advancement of Individuals With Targeted Disabilities	
Department of Commerce		For period covering October 1, 2013 to September 30, 2014	
Part IV Identification and Elimination of Barriers		Agencies with 1,000 or more permanent employees MUST conduct a barrier analysis to address any barriers to increasing employment opportunities for employees and applicants with targeted disabilities using FORM 715-01 PART I. Agencies should review their recruitment, hiring, career development, promotion, and retention of individuals with targeted disabilities in order to determine whether there are any barriers.	
Part V Goals for Targeted Disabilities		<p>Agencies with 1,000 or more permanent employees are to use the space provided below to describe the strategies and activities that will be undertaken during the coming fiscal year to maintain a special recruitment program for individuals with targeted disabilities and to establish specific goals for the employment and advancement of such individuals. For these purposes, targeted disabilities may be considered as a group. Agency goals should be set and accomplished in such a manner as will effect measurable progress from the preceding fiscal year. Agencies are encouraged to set a goal for the hiring of individuals with targeted disabilities that is at least as high as the anticipated losses from this group during the next reporting period, with the objective of avoiding a decrease in the total participation rate of employees with disabilities.</p> <p>Goals, objectives and strategies described below should focus on internal as well as external sources of candidates and include discussions of activities undertaken to identify individuals with targeted disabilities who can be (1) hired; (2) placed in such a way as to improve possibilities for career development; and (3) advanced to a position at a higher level or with greater potential than the position currently occupied.</p>	
Established a Numerical Goal?		Yes	
Goal		Implement 2% Goals. Each Bureau will implement hiring/retention goals for people with targeted disabilities to be broken down over the next five years to achieve 2%.	

Strategies	<p>The Department of Commerce's FY 2014 plan to increase the representation of people with targeted disabilities includes the following strategies:</p> <p>Increase the participation rate of employees with targeted disabilities to 2.00% by 2016. Examine existing recruitment programs at the bureau level to identify any barriers to hiring underrepresented groups, including individuals with disabilities, and to improve applicant pool diversity. Standardize the procedures for processing Schedule A applications.</p> <p>Share successful approaches for recruitment and retention of people with disabilities through the Federal sector via the National Task Force on Disability (NTFD), the Interagency Coordinating Committee on Emergency Preparedness for People with Disabilities (the ICC), the Emergency Preparedness in the Workplace Subcommittee (under the ICC for Emergency Preparedness), the ADA Technical Assistance Coordinating Committee, the National Task Force on Disability, and other venues, so that other agencies may benefit from our experience and vice versa.</p> <p>Increase IT accessibility by working closely with the Section 508 Accessibility Specialists at the Department of Commerce and the bureaus. Ensure all employment information and recruitment materials are accessible to people with disabilities. Information posted on the DOC Office of Civil Rights Internet site has been reviewed for screen-reader compatibility.</p> <p>Recruit from all sources when filling positions, especially managerial and supervisory positions at grades GS-13 to 15, in an effort to attract a more diverse applicant pool, including candidates with disabilities.</p> <p>Use observances, such as Disability Employment Awareness Month (October) as well as other opportunities throughout the year, to highlight and educate employees and managers on issues related to hiring, accommodating, developing, and retaining employees with disabilities.</p> <p>Share agency's plan and information on recruitment and related efforts with selecting officials to educate them on the enormous potential of people with disabilities as a recruitment source. Encourage branch level managers to serve as champions on issues involving accessibility and the employment of individuals with disabilities.</p> <p>Conduct regular outreach on disability related issues to Commerce employees through the OCR website, and broadcast email messages. Market training opportunities and success stories concerning the employment and placement of people with disabilities.</p>
Objectives	<p>Implement 2% Goals. Each Bureau will implement hiring/retention goals for people with targeted disabilities to be broken down over the next five years to achieve 2%.</p> <p>Promoting Department-wide Schedule A hiring authority to management hiring officials.</p> <p>DOC will review its outreach and education campaigns in response to the EEOCs LEAD initiative. DOC will explore seminars, educational events, and panel discussions hosted at the Departmental Headquarters, Commerce Bureaus, and in partnership with other federal agencies to address the declining employment for individuals with severe disabilities and to identify concrete solutions to this challenge.</p>

<p>Accomplishments</p>	<p>The Disability Program Manager (DPM) will continue to collaborate with the Strategic Placement Program Coordinator (SPPC) to recruit individuals with disabilities. DPM and SPPC will continue to educate staff regarding Schedule A hiring authority, Workforce Recruitment Program, and other noncompetitive hiring authorities.</p> <p>The Office of Human Resource Management (OHRM) provides guidance as it relates to the hiring tools currently available to management to increase hiring of People with Targeted Disabilities and non-competitive appointments for Schedule A. Managers and Supervisors are trained in the various hiring authorizes and briefings on success stories of employed people with disabilities and engage in other activities to make them more receptive to hiring people with disabilities. The Recruitment and Workforce Planning modules in the Commerce Learning Center have recently been updated to include information on how to hire employees with disabilities.</p> <p>The Civil Rights Office will continue to offer disability management training linked to the Department of Commerce Disability handbook to highlight information on disability regulations, reasonable accommodation, Schedule A hiring authorities and other resources.</p>
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